

# **SHIPLEY PARISH COUNCIL**

## **Parish Council Meeting**

### **MINUTES OF PARISH COUNCIL MEETING**

**TUESDAY 22<sup>nd</sup> SEPTEMBER 2020**

**BY ZOOM REMOTE COMMENCING AT 7.00 P.M.**

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**In Attendance: -**

Councillor Mrs. T. Skelton (Acting Chairman)

Councillors Mrs. S. Bamford, Mrs. S. Iliffe, G. Kearton, Dr. C. Perko, Mrs. T. Skelton & D. Watson  
Also, present Borough Councillor R. Iliffe & Clerk S. Trower. Two members of the public.

**34/2021 APOLOGIES FOR ABSENCE** Apologies received from Councillor K. Stevenson.

**35/2021 DECLARATIONS OF INTEREST**

- a) **SPRT** Cllrs Mrs. S. Bamford & Mrs. T. Skelton declared a personal interest in agenda item 6(c) Shipley Parish Rooms Trust. The Members discussed updates at the Parish Rooms but did not participate in discussion or voting regarding financial matters relating to the declared interest.
- b) **Shipley Environmental Action Group** Cllr G. Kearton declared a personal interest and did not participate in discussion or voting regarding financial matters relating to the declared interest.

**36/2021 STANDING ORDERS**

**RESOLVED: -** That Standing Orders suspended in order the following matters received: -

**37/2021 PUBLIC PARTICIPATION**

- A member of the public addressed the meeting regarding ongoing issues regarding highway work carried out on the A6007 and referred to lack of support from the Parish Council and Derbyshire County Council. Details of the length of time to complete the works noted. The Chairman advised the Parish Council was not a statutory consultee for the works involved. The resident complained no response had been received from the County Council representative. The resident reported on discussions with representative of Highways regarding the disruption to the community during an extended length of time for completion of the works.
- A resident requested information regarding the decision on the planning application for bike trail at Pit Lane, Shipley. The Chairman advised the application had been refused by the Borough Council Planning Authority. Noted the applicant had a right to appeal.
- Residents discussed the proposals for traffic control at the Pit Lane entrance to the residential development site.
- Borough Council representative Cllr R. Iliffe advised he had contacted Highways and requested notification of future highway works to be sent to the Parish Council.
- Resident raised concerns regarding removal of trees from bridleway on development site. Cllr Watson reported formal notification by the authorities had been installed at the site to advise of works and temporary closure of the bridleway.

**38/2020 DERBYSHIRE COUNTY COUNCIL MATTERS – Cllr A. Stevenson** No report. Cllr Stevenson to be invited to attend the next meeting to discuss the potential impact of traffic within the parish on development of the American Adventure site.

### **39/2020 AMBER VALLEY BOROUGH COUNCIL MATTERS – Cllr R. Iliffe**

- Update on planning application AVA/2019/1201 bike trail Pit Lane Shipley refused by the Amber Valley Borough Council Planning Board September 2020.
- Update on traffic control at Pit Lane Shipley for new development. Further information to be provided when available.
- Grant funding towards SEAG group from Amber Valley Borough Council. Cllr Kearton reported on the wildlife pond development.

### **40/2020 POLICE MATTERS**

A report was received from the Clerk advising telephone contact had been received from P.C. A. Smith who had presented an up-to-date report on statistics for the area. Regular contact would be made to provide further information for Council meetings.

**RESOLVED:** - That the reports received.

**Standing Orders reinstated.**

### **41/2020 MINUTES**

The following Minutes received: -  
Shipley Parish Council Meeting of meeting held 28<sup>th</sup> July 2020

**RESOLVED:** - That the Minutes approved and to be placed for signature at the resumption of face-to-face Council meetings.

### **42/2020 TO RECEIVE REPORTS**

- a) **Report of the Acting Chairman Cllr Mrs. T. Skelton RESOLVED:** - with reference to Minute 37/2021 that a letter to be sent to the Leader of Derbyshire County Council to request regular updates from the representative County Councillor for Shipley.
- b) **Allotments** Cllr Watson reported consideration of water installation onto site under discussion.
- c) **Shipley Parish Rooms Trust** Cllrs Mrs. S. Bamford & Mrs. T. Skelton updated on the work of the Trust including hire of facilities by groups subject to Covid-19 secure risk assessments which had been completed by hirers. It was reported a complaint had been received from the SPRT regarding difficulties with parking on The Field, Shipley adjacent to the newly installed fencing opposite the hall, cones had been sited. Cllr Iliffe agreed to make further enquiries.
- d) **SEAG** Cllr G. Kearton & Mrs. S. Iliffe reported on the site. One-year anniversary video on website. Meetings Wednesdays and Saturdays on site continued to take place. Grant received from Borough Councillor R. Iliffe Community Fund towards shed building; wildlife pond and polytunnel underway. Derbyshire Butterfly Conservation Officer in contact with organisation. Butterfly bank in place with associated planting. Meadow replanted. 20 tons MOT stone delivered to assist with pathway onto site. Hedge required attention. A query raised by Councillor regarding the inclusion of the topic in reports. Cllr Kearton confirmed the group undertook other environmental works within the parish to improve the community, including litter picking.
- e) **Pit Lane Recreation Ground** It was reported updated schedule circulated to volunteer site inspectors. The site had been reported on throughout the summer period. Covid-19 signs ordered and required fixing.
- f) **Hire of Football Pitch** Noted the original lease agreement with junior team was null and void; enquiries received from adult team to use the facility. Posts required realignment. Noted the pitch had holes rendering the site unusable in its current condition. Query regarding insurance liability noted. It was reported football teams provided their own insurance cover when hiring pitches.

**RESOLVED:** -

- i. That the reports received.
- ii. With reference to (f) that a budget of £500 approved for improvement of pitch and realignment of posts, grass cutting at Clerk's discretion.

#### **43/2021 FINANCE REPORT**

- i. **Certificate of Exemption Annual Audit 2019 – 2020** The Council considered submission of notification of exemption status for the year 2019 – 2020 following successful annual internal audit completion.
- ii. **Finance Report August & September 2020** as attached.

#### **RESOLVED: -**

- a) That submission of exemption from annual audit by External Auditor 2019 – 2020 approved by Shipley Parish Council following completion of successful internal audit for the same period.
- b) That Finance report of income and expenditure for the period August and September 2020 approved as attached.

#### **44/2021 PLANNING MATTERS**

- a) AVA/2020/0845 American Adventure Theme Park Pit Lane Shipley reserved matters sought in relation to appearance, landscaping, layout and scale of the delivery of 70 residential dwellings on parcel F. Original application was an Environmental Impact Assessment application and an Environmental Statement was submitted with the application.
- b) AVA/2020/0765 American Adventure Theme Park Pit Lane Shipley reserved matters sought in relation to appearance, landscaping, layout and scale of the delivery of 232 residential dwellings. Original application was an Environmental Impact Assessment application and an Environmental Statement was submitted with the application.
- c) AVA/2020/0782 Counter Solutions Lakeside Business Centre, The Field, Shipley Outline application for planning permission to erect 4 dwellings.

#### **RESOLVED: -**

That (a) and (b) letter to be submitted to the Planning Authority regarding the expected impact of the development on the existing highways with recommendations for improved access onto the site for the safety of all.

#### **45/2021 CLERK REPORT**

- a) **Derbyshire Environmental Trust** a full application with planning approval, if required, submitted to the Local Authority for project on Pit Lane. The Council has to identify a particular project for the site to date.
- b) **Derbyshire County Council Rights of Way Agreement** funding in the sum of £465 available to the Parish Council to maintain rights of way within the parish to include cutting back of vegetation.
- c) **Parish Council Newsletter Autumn/Winter 2020** Members and organisations invited to submit articles for the next newsletter as soon as possible please.
- d) **Parish Map** It was reported the map had been completed.

#### **RESOLVED: -**

That the report received.

That the Parish Map installed at the Parish Rooms, noticeboards, website and newsletter.

#### **46/2021 EXCLUSION OF PUBLIC ORDER**

#### **RESOLVED: -**

That in accordance with Section 100a (4) of the Local Government Act 1972 in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the public and press be excluded from the meeting and they be instructed to withdraw.

#### **47/2021 COMMUNITY SAFETY ISSUES**

Verbal report received from Cllr D. Watson to update on the barriers installation at The Field, Shipley.

#### **RESOLVED: -**

- (i) Proposed closure date 30<sup>th</sup> September 2020 appropriate signage in place; relocation of signs required.
- (ii) Barriers to be open at 6 a.m. weekdays, closed between from 4 p.m. – 6 p.m. for the remainder of each evening and weekends.
- (iii) County Council Officers agreed to operate routine until further notice.

#### **48/2021 STAFF MATTERS**

A report received on proposal for appointment of Parish Warden.

#### **RESOLVED: -**

- a) Delete emptying of litter bins from job description.
- b) Further report for consideration at the next meeting.

#### **49/2021 DATE OF NEXT MEETING**

The next virtual meeting to take place on Tuesday 24<sup>th</sup> November 2020 commencing at 7.00 p.m.

Appendix One Minute 43/2021 (ii)

#### **Payments: -**

	<b>Cleared</b>	<b>Cheque</b>	<b>Payee</b>	<b>Details</b>	<b>Nett</b>	<b>VAT</b>	<b>Gross</b>
April	323	200025	Staff	Salary/expenses	456.93	0.00	456.93
	323	200034	Staff	Salary/expenses April 2020	364.12	0.00	364.12
	325	200035	AVG	Computer security	47.80	9.56	57.36
	325	200036	Amazon	Office chair	53.45	0.00	53.45
May	325	200037	Staff	Salary/expenses	320.34	0.00	320.34
	325	200038	HMRC	Payment	48.80	0.00	48.80
	325	200039	DCC	Litter picking	360.00	0.00	360.00
	325	200040	Came & Co	Insurance 2020/21	938.74	0.00	938.74
	325	200041	B. Wood	Internal audit 19/20	37.50	0.00	37.50
	325	200042	Pells	Payroll 19/20	175.00	35.00	210.00
June	326	00043	Cir-Comm	Ipads for Cllrs	2972.79	594.56	3567.35
	326	200044	AVBC	Ann playground inspection	35.00	7.00	42.00
	326	200045	AVBC	Allotment annual lease	50.00	0.00	50.00
	326	200046	Staff	Salary/expenses	336.64	0.00	336.64
	326	200047	HMRC	Payment	48.60	0.00	48.60
	327	200048	Cir-Comm	Setting up Zoom & laptop work	50.00	10.00	60.00
	327	200049	Cir-Comm	Dell laptop, Office, setup	914.46	182.89	1097.35
	327	200050	Cir-Comm	Set up Office 365 emails x 9	150.00	30.00	180.00
	327	200051	Cir-Comm	Ipads guide & training onsite	150.00	30.00	180.00
July	326	200052	Staff	Salary/expenses July 2020	336.64	0.00	336.64
	326	200053	Zoom	Annual subscription	119.90	23.98	143.88
	0	200054		cancelled lost in post	0.00	0.00	0.00
	0	200055		Lost in post	0.00	0.00	0.00

	0	200056		Lost in post	0.00	0.00	0.00
	327	200057	D. Stones	Materials timber bus shelter	155.40	0.00	155.40
	327	200058	D Stones	Repairs bus shelter Hassock Ln	650.00	0.00	650.00
	327	200059	DTX	Domain renewal, hosting website	290.00	0.00	290.00
Aug	328	200060	Staff	Salary & expenses August 20	336.64	0.00	336.64
	328	200061	Plantscape	Lamp post testing	135.00	27.00	162.00
	328	200062	Plantscape	Floral planters & maintenance	1008.00	201.60	1209.60
	328	200063	Derwent	Skip hire	120.00	24.00	144.00
	un	200064	D Stones	Repairs shelter opp Pit Lane	200.00	0.00	200.00
	un	200064	D Stones	Filling skip with shelter debris	30.00	0.00	30.00
	328	200065	Broxap	6 new litter bins for parish	377.00	75.40	452.40
	329	200066	Dewbar	2 barrier gates & installation	2240.34	448.07	2688.41
	329	200067	HMRC	September HMRC payment	48.60	0.00	48.60
	329	200068	Staff	September salary & expenses	336.64	0.00	336.64
					<b>13894.33</b>	<b>1699.06</b>	<b>15593.39</b>

<b>Income</b>	2020 - 2021		<b>22.9.2020</b>
Opening Balance			21441.68
Precept			15189.00
Reimburse uncleared cheque			300.00
Allotment Gardens Rent			100.00
			<b>37030.68</b>
Less expenditure at 22.9.2020			15593.39
			<b>21437.29</b>
<b>uncleared</b>			
	64	230	